

**CHICKASAWCOUNTY**  
**BOARD OF SUPERVISORS MINUTES**  
**JANUARY 4, 2022**

The Board convened on Tuesday, January 4th, 2022, at 9:00 AM with members present Byrne, Hackman, Zoll, and Kuhn in the Boardroom located on the second floor of the Courthouse, New Hampton, Iowa. The meeting was called to order by Vice-Chairperson Kuhn. Also present were Auditor Stephanie Mashek, Joan Knoll, Jeff Bernatz, Jeremy McGrath, Bob Fenske (member of the media), Jim Cook, Sheriff Martin Hemann, Terry Johnson, and Attorney David Laudner.

Motion by Byrne, Second by Hackman to approve the minutes from December 27<sup>th</sup>, 2021. Roll Call: Ayes- Byrne, Hackman, Zoll, and Kuhn. Motion Carried.

Motion by Byrne, Second by Zoll to approve the minutes from December 28<sup>th</sup>, 2021. Roll Call: Ayes- Byrne, Hackman, Zoll, and Kuhn. Motion Carried.

Motion by Byrne, Second by Hackman to approve the minutes from December 29<sup>th</sup>, 2021. Roll Call: Ayes- Byrne, Hackman, Zoll, and Kuhn. Motion Carried.

Hackman requested a moment of silence for Rick Holthaus, District 1 Supervisor.

Shirley Troyna and Ray Armel present at 9:02 AM.  
Sue Breitbach present at 9:04 AM.

9:05 AM Attorney David Laudner made a public comment regarding the vacancy in District 1 Supervisor seat.

Ryan Shawver present at 9:06 AM.  
David Gorman present at 9:12 AM.

Kuhn requested nominations for chair for calendar year 2022.  
Byrne nominates Kuhn to be chair.  
Zoll nominates Hackman to be chair.

Roll Call for Matt Kuhn to be chair. Ayes- Byrne and Kuhn. Nays- Hackman and Zoll.

Roll Call for Jacob Hackman to be chair. Ayes- Hackman and Zoll. Nays- Kuhn and Byrne.

Roman Lensing present at 9:18 AM.

Hackman declines the nomination from Zoll and reconsiders to support Kuhn.

Motion by Byrne, Second by Hackman to appointment Matt Kuhn as chair for calendar year 2022. Roll Call: Ayes- Byrne, Hackman, Zoll, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to nominate Tim Zoll as Vice-Chair for calendar year 2022. Roll Call: Ayes- Hackman, Byrne, Zoll, and Kuhn. Motion Carried.

Breitbach, Laudner, Armel, Troyna, Lensing, and Shawver left at 9:22 AM.

9:15 AM Sheriff Martin Hemann presented the proposed mileage rate and fee schedule for service of civil papers.

Motion by Hackman, Second by Zoll to set the mileage rate and fee schedule for service of civil papers with the correction of the mileage rate. Roll Call: Ayes- Hackman, Byrne, Zoll, and Kuhn. Motion Carried.

Hemann discussed the need for a budget amendment for the DARE Account.

Hemann discussed the proposed agreement for law enforcement services with City of Nashua.

Roman Lensing and David Laudner present at 9:37 AM.

The consensus of the board is to direct the County Attorney to draft a law enforcement service contract with the City of Nashua for 240 hour of service for a one-year term.

Hemann left at 9:38 AM.

Motion by Hackman, Second by Byrne to RESOLUTION 01-04-22-03. Roll Call: Ayes- Hackman, Byrne, Zoll, and Kuhn. Motion Carried. RESOLUTION NO. 01-04-22-03 PRIOR PAYMENT OF BILLS WHEREAS, at certain times it is necessary to pay bills prior to an official Board of Supervisors meeting in order to allow for the efficient operation of county government. BE IT HEREBY RESOLVED by the Board of Supervisors of Chickasaw County, Iowa, that the County Auditor is authorized to issue warrants when said Board is not in session for the following purposes provided for in Iowa Code Section 331.506(3) and that all bills paid pursuant to this resolution shall be reviewed by the Board of Supervisors at the first meeting following such payments. 1. For the fixed charges including, but not limited to, freight, express, postage, water, lights, telephone service or contractual services previously approved by the Board of Supervisors, after a bill is filed with the Auditor. 2. For salaries and payrolls if the compensation has been fixed or approved by the Board of Supervisors, under whose direction or supervision the compensation is earned. PASSED AND APPROVED this 4<sup>th</sup> day of January 2022. Ayes: /ss/Matthew Kuhn, Tim Zoll, Jacob Hackman, and Jason Byrne. Nays: None. ATTEST: /ss/ Stephanie Mashek, Auditor

Motion by Byrne, Second by Hackman to approve Resolution 01-04-22-02. Roll Call: Ayes- Hackman, Byrne, Zoll, and Kuhn. Motion Carried. RESOLUTION # 01-04-22-02 CONSTRUCTION EVALUATION RESOLUTION WHEREAS, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a “construction evaluation resolution” relating to the construction of a confinement feeding operation structure; and WHEREAS, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and WHEREAS, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR’s decision regarding a specific application; and WHEREAS, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2022 and January 31, 2023 and submit an adopted recommendation regarding that application to the DNR; and WHEREAS, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board’s recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix; NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CHICKASAW COUNTY that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3). /ss/ Matthew Kuhn, Chair, Board of Supervisors ATTEST: /ss/ Stephanie Mashek, Auditor

Motion by Byrne, Second by Zoll to appoint the New Hampton Tribune and Nashua Reporter as the County’s official newspaper. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

9:46 AM County Engineer Roman Lensing discussed road department activities.

Knoll left at 9:47 AM.

Joan Knoll present at 9:49 AM.

Laudner and Fenske left at 9:54 AM.

Laudner and Fenske present at 9:55 AM.

Mike Kennedy present at 9:56 AM.

Roman discussed employee sick leave holding account for road department.

Consensus of the board is to leave the existing policy for sick leave as is.

Budget Work Session for the Road Department.

Lensing left at 10:14 AM.

Applications on file for the Board of Health are Jeremy McGrath, Brannon Anderson, James Cook, Terry Johnson, Todd Becker, and Dan Carolan.

Motion by Hackman, Second by Zoll to appoint Dan Carolan to the Board of Health for a three-year term. Roll Call: Ayes- Hackman and Zoll. Nays- Kuhn and Byrne. Motion Failed.

Motion by Hackman, Second by Zoll to appoint James Cook to the Board of Health for a three-year term. Roll Call: Ayes- Hackman and Zoll. Nays- Byrne and Kuhn.

Motion by Byrne, Second by Kuhn to appoint Brannon Anderson to the Board of Health for a three-year term. Roll Call: Ayes- Byrne and Kuhn. Nays- Hackman and Zoll. Motion Failed.

Motion by Hackman, Second by Byrne to appoint Jeremy McGrath to the Board of Health for a three-year term. Roll Call: Ayes- Hackman, Byrne, and Kuhn. Nays- Zoll. Motion Carried.

Ray Armel present at 10:25 AM.

Laudner left at 10:25 AM.

David Laudner present at 10:30 AM.

Discussion on Committee Assignments and drafting a policy allowing guidance for committee representatives from the Board.

McGrath and Fenske left at 10:42 AM.

Laudner left at 10:45 AM.

Motion by Zoll, Second by Byrne to approve the 2022 calendar year Committee Assignments. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to appoint Matthew Kuhn to the Hotel-Motel Committee. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

11:07 AM Ray Armel discussed the Beverly Snyder minor subdivision.

Motion by Hackman, Second by Byrne to approve Resolution 01-04-22-01. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried. RESOLUTION 01-04-22-01 A RESOLUTION APPROVING THE MINOR SUBDIVISION PLAT OF: PARCELS 2021-77, 2021-78, 2021-79 AND 2021-80 IN THE SE1/4 OF THE SE1/4 OF SECTION 30, ALL IN TOWNSHIP 96 ORTH, RANGE 13 WEST OF THE 5<sup>TH</sup> P.M., CHICKASAW COUNTY, IOWA WHEREAS, ON THE 4<sup>th</sup> DAY of January, 2022 at a regular meeting by the Board of Supervisors, Chickasaw County, Iowa a minor subdivision plat of PARCELS 2021-77, 2021-78, 2021-79 AND 2021-80 IN THE SE1/4 OF THE SE1/4 OF SECTION 30, ALL IN TOWNSHIP 96 NORTH, RANGE 13 WEST OF THE 5<sup>TH</sup> P.M., CHICKASAW COUNTY, IOWA Was presented. WHEREAS, the minor subdivision plat of PARCELS 2021-77, 2021-78, 2021-79 AND 2021-80 IN THE SE1/4 OF THE SE1/4 OF SECTION 30, ALL IN TOWNSHIP 96 NORTH, RANGE 13 WEST OF THE 5<sup>TH</sup> P.M., CHICKASAW COUNTY, IOWA Has now been considered and should be approved. NOW THEREFORE, it is hereby resolved by the Board of Supervisors, Chickasaw County, Iowa that said Minor Subdivision Plat be approved, accepted and the Chairman is hereby directed to certify this Resolution of Approval. PASSED AND APPROVED on this 4<sup>th</sup> DAY of JANUARY, 2022. /ss/ Matthew Kuhn, Chair, Board of Supervisors. ATTEST: /ss/ Stephanie Mashek, Auditor

11:08 AM Stephanie Mashek discussed amending the AFR and the GAAP report.

Motion by Hackman, Second by Byrne to approve the Generally Accepted Accounting Principles Report and publish in the County's official newspapers. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

James Cook left at 11:23 AM.

Motion by Hackman, Second by Zoll to appoint the custodians of the following buildings in compliance with the Code of Iowa: Courthouse, Auditor under the direction of the Supervisors. Community Services Building: Supervisors and Auditor. Law Enforcement Buildings: Supervisors and Sheriff. Heritage Residence: Supervisors. Chickasaw County Services Buildings: Supervisors. LEMC: Supervisors. Twin Ponds Nature Center: Supervisors. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Knoll and Armel left at 11:22 AM.

Joan Knoll and Ray Armel present at 11:28 AM.

Motion by Hackman, Second by Byrne to set regular Supervisor meetings every Monday to convene at 9:00 AM in the Boardroom on the second floor of the Courthouse. Roll Call: Ayes- Hackman, Byrne, Zoll, and Kuhn. Motion Carried.

Motion by Zoll, Second by Hackman to amend the motion to allow for a lunch break of a thirty minute period. Roll Call: Ayes- Zoll. Nays- Hackman, Byrne, and Kuhn. Motion Failed.

Motion by Hackman, Second by Byrne to set the mileage reimbursement to five cents less than the IRS mileage reimbursement. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to set meal reimbursements not to exceed the \$30 per day for outside Chickasaw County limits with the procurement of a detailed receipt. Roll Call: Ayes- Hackman, Byrne, and Kuhn. Nays- Zoll. Motion Carried.

Motion by Hackman, Second by Byrne to approve the resignation of Weed Commissioner, Brian Moore, effective January 2<sup>nd</sup>, 2022. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Knoll left at 11:58 AM.

Motion by Hackman, Second by Zoll to appoint Chad Humpal as Weed Commissioner pending the completion of his weed certification. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Zoll to appoint all licensed physicians that reside in Chickasaw County as a Deputy Medical Examiner. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to appoint Jeff Bernatz, Joel Knutson, and Toni Frederich as the Chickasaw County Medical Examiner Investigators. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Zoll to appoint Mellissa Bearman as the Veteran's Affairs Administrator. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Bernatz left at 12:05 PM.

Motion by Hackman, Second by Byrne to appoint Jim Allison to the Chickasaw County Conservation Board. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Zoll to appoint Robert Shatek for the Planning Commission At-Large Seat for a five-year term. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Zoll to appoint Adam Drewelow for the Planning Commission At-Large Seat for a five-year term. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to appoint Toni Schwickerath for the Planning Commission for District 4 for five-year term. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Joan Knoll present at 12:09 PM.

Armel left at 12:12 PM.

Motion by Byrne, Second by Hackman to appoint Chad Humpal as the Landfill Director. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to place Eminent Domain Compensation commission list on file at the Chickasaw County Auditor's office. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to designate the Northeast Iowa Community Action director, Trisha Wilkins. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Hackman, Second by Byrne to approve claims in the amount of \$215,844.79. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Motion by Byrne, Second by Zoll to approve the claims in the amount of \$79,712.81. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Johnson left at 12:20 PM – not exactly sure where this should fall in the minutes

Motion by Hackman, Second by Byrne to rescind the motion to approve claims in the amount of \$215,844.79 as a duplication. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

Consensus is to have the Auditor send out an email to department heads about the policy for bereavement on page 19 of the County handbook.

Committee Assignment Update:

Kuhn attended Courthouse Security Meeting on December 31, 2021.

Kuhn attended the E-911 meeting on December 29<sup>th</sup>, 2021.

Kuhn attended the EMA meeting on December 29<sup>th</sup>, 2021.

Hackman provided a Chickasaw County Ambulance Council sub-committee update.

Zoll signed claims at the FMC Landfill December 29<sup>th</sup>, 2021.

Motion by Hackman, Second by Byrne to adjourn at 1:17 PM. Roll Call: Ayes- Hackman, Zoll, Byrne, and Kuhn. Motion Carried.

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Matthew Kuhn, Chairperson  
Board of Supervisor

ATTEST:

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Stephanie Mashek, Secretary of the Board